

## **Planning (the 4 Ps to simplify short term project planning)**

Class Time = 1 Hour (Homework and Study = 1 Hour)

**Goal = Teach a simple method for project management planning to insure the manager or leader is clearly moving in an organized fashion toward the next weeks / next two weeks work to keep projects on plan**

- The importance of planning
- What is required to stay on plan in the short term?
- What obstacles are in the way of progress?
- Coordinating with other contractors / subs / suppliers for site and resource management
- Eliminating / reducing worker downtime
- How to use the 4Ps to simplify the process